

**GOVERNMENT OF ANDHRA PRADESH**  
**ABSTRACT**

Establishment – Higher Education Department – Sri Mohd. Mujtaba, Assistant Secretary to Government, who was retired from service on attaining the age of superannuation – Permission to surrender 300 days E.L.FP for encashment – Orders – Issued.

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**HIGHER EDUCATION (OP) DEPARTMENT**

**G.O.Rt.No. 693,**

**Dated 15-09-2011**  
**Read the following:-**

1. Application of Sri Mohd. Mujtaba, Assistant Secretary to Government, Higher Education Department, dt.06.08.2011.
2. O.O.Ms.No.10, Higher Education (OP) Department, dt.30.06.2011.
3. G.O.Ms.No.154, Finance (FR.I) Department, dt.04.05.2010.

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**ORDER:**

Sri Mohd. Mujtaba, Assistant Secretary to Government, retired from service on attaining the age of superannuation on 30.06.2011 and he was relieved from his duties as Assistant Secretary to Government w.e.f. 30.06.2011 A.N vide reference 2<sup>nd</sup> cited.

2. In his application 1<sup>st</sup> cited, Sri Mohd. Mujtaba, Assistant Secretary to Government has requested to sanction encashment of earned leave at his credit as on the date of retirement. Accordingly, the individual is hereby permitted to surrender 300 days Earned Leave for Full Pay (ELFP) (available at his credit as on 30.06.2011) for encashment as per the Government orders issued in the reference 3<sup>rd</sup> cited.

3. The Higher Education (Claims) Department are requested to draw the pay and allowances as ordered above and make payment to the individual.

4. The Deputy Pay and Accounts Officer, Secretariat Branch, Hyderabad is informed that necessary entries have been made in the Service Book of the individual.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

M.G. GOPAL,  
PRINCIPAL SECRETARY TO GOVERNMENT

To:

Sri Mohd. Mujtaba, Assistant Secretary to Government (Retired), Higher Education Department.

The Higher Education (OP-Claims) Department.

The Accountant General, Andhra Pradesh, Hyderabad.

The Deputy Pay and Accounts Officer, Secretariat Branch, Hyderabad.

SF/SC

//FORWARDED BY ORDER//

SECTION OFFICER.